BA (Hons) Film Studies with Combined Studies

Programme Specification

2024-2025

Contents

1. INTRODUCTION

This document describes the **BA (Hons) Film Studies with Combined Studies** awarded by Richmond American University London, using the protocols required by *The Framework for Higher Education Qualifications in England, Wales, and Northern Ireland* (QAA, 2008).

The degree is delivered within the framework of a US Liberal Arts undergraduate degree programme. Typically, students take the programme over 3.5 to 4 years (approximately 10 courses per year, with summer courses allowing for accelerated progress in some cases). Each undergraduate credit is equivalent, approximately, to 1 classroom contact hour per 15-week semester. On this basis, students are required to earn a total of a minimum 120 US academic credit hours in order to complete their degrees. Of the courses in the programme, half are at the "lower-division" taken in the first two years of study and coded 3000-4999, and half are at the "upper division", taken in years three and four, and coded 5000-6999.

The degrees are also articulated in terms of UK Regulatory Frameworks, chiefly the *FHEQ* and the *Higher Education Credit Framework for England*. Each course has been assigned to an appropriate level on the *FHEQ*, based on the course's learning outcomes and assessment strategies (note that the courses comprising the first year of the 4-year US undergraduate degree are normally at QCF Level 3). US undergraduate credit can generally be translated to ECTS and UK CATS credits in the following manner: 1 US credit = 2 ECTS credits = 4 UK CATS credits. So, a US degree of 120 credits would translate as 240 ECTS credits and 480 UK CATS credits (with a minimum of 360 UK CATS credits at Levels 4-6 on the FHEQ).

Please note: This specification provides a concise summary of the main features of the programme and the learning outcomes that a typical student might reasonably be expected to achieve and demonstrate if s/he takes full advantage of the learning opportunities that are provided.

More detailed information on the learning outcomes, content, and teaching, learning and assessment methods of each course can be found in course specification documents and syllabi.

The accuracy of the information contained in this document is reviewed by the University and may be verified by the Quality Assurance Agency for Higher Education.

2. OVERVIEW

Programme/award title(s)	BA (Hons) Film Studies with Combined Studies
Teaching Institution	Richmond American University in London
Awarding Institution	Richmond American University in London
Date of last validation	7 March 2022
Next revalidation	Spring 2027
Credit points for the award	120 US Credits 480 UK Credits at *FHEQ* Levels 3-6 (120 at Level 3; 120 at Level 4; 120 at Level 5; 120 at Level 6)
UCAS Code	University Code: R20 Film Studies: P303
Programme start date	Fall 2022
Underpinning QAA subject benchmark(s)	QAA Benchmark Statement: Communications, Media, Film and Cultural Studies (2019)
Professional/statutory recognition	N/A
Language of Study	English
Duration of the programme for each mode of study (P/T, FT,DL)	FT
Dual accreditation (if applicable)	Middle States Commission on Higher Education (First accredited 1981; renewed 1996, 2006, 2016.) QAA – Higher Education Review (AP) 2017
Date of production/revision of this specification	May 2023 (see chart at the end of this document for list of revisions)

3. ABOUT THE PROGRAMME

BA (Hons) Film Studies with Combined Studies is distinctive in that it broadens the academic experience of the students as a consequence of Richmond's US Liberal Arts multidisciplinary framework and General Education requirements, and deepens it as a result of the sequence of course requirements within the programme. Operating from a firm, theoretical interdisciplinary base, the degree provides an exploration of the central role and function of Film Studies as one of the dominant forms of communication and as a social and political force, and seeks to achieve specific learning outcomes based on a fundamental understanding of the principles of message and audience, content and medium, form, style, documentation, dissemination and reproduction. It also offers a considerable practical component with specific classes developing a number of different experiential learning opportunities. Taking its cue from the QAA Benchmark document the degree does not rely solely on Film Studies classes specifically; its class offerings are "characterised by a diversity of emphases" (2.2), including, but not limited to, a "significant historical component", "professional practices" and "practical or technical aspects".

Film Studies, also known elsewhere as Screen Studies, is a growing discipline in undergraduate education globally. The structure of the Richmond degree programme allows the flexibility necessary to reflect this growth and to attract new students who may combine it with other areas such as American Studies, Communications, History, Art, Design and Media. The programme is constructed around a common core of courses (taken at the same time as General Education/Combined Studies courses) in the first and second years. These are followed by specialized third and fourth year courses, culminating in Senior Seminar I and II for which students complete an extended essay using primary and secondary research resources. In the final year students also undertake two practical courses during which their film production skills are developed. These theoretical and practical course offerings, a ratio of roughly 70/30, prepare students intending to pursue relevant postgraduate study and/or related careers. Students have the opportunity in their third and fourth years to choose from a variety of specialized courses which most closely match their talents and interests, and may also take an internship.

The programme aims to meet the wide ranging, specific needs of an international student body. Students interact with and gain understanding from other students from over 100 nations, in which no single national group predominates, bringing a knowledge and awareness of the "global village" and its implications on world communication systems and processes. Such an approach is in keeping with the QAA Benchmark Document in Communication, Media, Film and Cultural Studies, which emphasises the development of "wider understandings of the diversity of forms of culture" (1.4). Focusing on critical issues such as globalisation, developing technologies and the growing interdependence of different cultures, Film Studies students at Richmond participate in a substantive study of new research from multicultural frameworks. In keeping with the international mission of this liberal arts university, students are guided towards developing critical thinking and engagement with analysis of the mass media and enquiry regarding cultural, ethnic and gender differences.
The Richmond degree in Film Studies also utilises a variety of new technologies that have transformed intercultural communication processes. The discipline's practice includes

videography, scriptwriting, graphics as well as computer-aided communication involving multimedia design and animation. Richmond is also committed to ensuring that Film Majors have a large dedicated venue with proper blackout facilities where they can watch screenings. Throughout the degree, students are encouraged to work independently and in teams on creative, technology-based products which reflect and build on their theoretical knowledge and on their developing practical skills for future employability.

The Film Studies programme at Richmond prepares students in the areas of adaptive competence, critical thinking, aesthetic sensibility, professional identity and ethics, and leadership capability – all areas that are necessary for success in today's world. The Richmond Film Studies degree, with its unique intercultural focus, enables students to respond appropriately and effectively to a rapidly changing world and to master the skills necessary for success in the 21st century.

4. MISSION

The Film Studies programme aims to be a vibrant, cross-disciplinary programme that focuses upon historical, critical, theoretical, and practical approaches to the study of film. It prepares students to work within the technologically driven, global, media revolution of the 21st Century, helping students to develop as leaders in their careers and communities. Through a close analysis of particular national and international examples, and with a specialist emphasis on intercultural themes, the degree examines the historical, political, artistic, economic, industrial, technological and cultural aspects that go into cinema production. A strong technical and practical element of the degree complements the theoretical component, with classes on topics such as video production, acting and screen writing, and documentary film production. Thus the programme provides an interdisciplinary and multimedia approach, imparting a theoretical knowledge with strong elements of practical training. Its elective courses allow students to develop a global awareness of film and related media within the framework of the liberal arts tradition.

5. PROGRAMME STRUCTURE

BA (Hons) Film Studies with Combined Studies degree

A normal course load per academic year is 30 US credits, equivalent to 120 UK credits. Students complete 120 UK credits at Level 6 in the major.

Please note that students must complete all Liberal Arts requirements AND a minimum of 120 credits at each FHEQ level. The Liberal Arts programme offers more choice amongst levels, so students and advisors must ensure that both Liberal Arts requirements and overall level requirements are satisfied.

Black = Major requirements
Blue = General Education Liberal Arts Core requirements
Green = Electives/Gen Ed Electives

Table 1: Lower-Division / Levels 3 and 4 Degree Requirements

LOWER-DIVISION REQUIREMENTS		
RQF Level 3	US CREDITS	UK CREDITS
Minimum Required courses		
One of the following:	**3**	**12**
SCL 3100 Foundations of Sociology		
COM 3101 Foundations of Media Production: Sonic Media		
Plus:		
ADM 3160 Foundations in Photography	3	12
COM 3100 Foundations of Mass Media & Communications	3	12
GEP 3105 Tools for Change	3	12
GEP 3180 Research and Writing I	3	12
Plus one of the following:	**3**	**12**
GEP 3150 Visual Thinking		
GEP 3170 Narratives of Change		
Plus one of the following:	**3**	**12**
ENV 3XXX Any RQF Level 3 ENV course		
XXX 3XXX RQF Level 3 Elective (only if satisfying ENV requirement at FHEQ Level 4)		
Plus:		
XXX 3XXX RQF Level 3 Elective	3	12
XXX 3XXX RQF Level 3 Elective	3	12
XXX 3XXX RQF Level 3 Elective	3	12
QCF Level 3 CREDIT TOTALS	**30**	**120**

FHEQ Level 4	US CREDITS	UK CREDITS
Minimum Required courses		
AVC 4205 Introduction to Visual Culture	3	12
COM 4115 Digital Society	3	12
FLM 4200 Introduction to Film Studies	3	12
FLM 4205 Film in the Americas	3	12
FLM 4210 Introduction to Filmmaking	3	12
GEP 4180 Research and Writing II	3	12
GEP 4105 Social Change in Practice	3	12
DGT 4120 Data Analysis for Social Engagement	3	12
Plus one of the following:	**3**	**12**
ENV 4XXX Any FHEQ Level 4 ENV course		

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XXX 4XXX	FHEQ Level 4 Elective (only if satisfying ENV requirement at RQF Level 3)		
Plus:			
XXX 4XXX	FHEQ Level 4 Elective	3	12
FHEQ Level 4 CREDIT TOTALS		**30**	**120**

Table 2: Upper-Division / Levels 5 and 6 Requirements

UPPER-DIVISION REQUIREMENTS			
FHEQ Level 5		US CREDITS	UK CREDITS
Minimum Required courses			
ADM 5200	Video Production	3	12
ADM 5405	Photography: Theory & Practice	3	12
FLM 5200	Mainstream Cinema: Studies in Genre	3	12
FLM 5420	Post-Apocalyptic Worlds	3	12
SCL 5200	Social Research	3	12
Plus one of the following:		**3**	**12**
AMS 5400	American TV Drama		
COM 5200	Mass Communication & Society		
FLM 5410	Gender in Film		
FLM 5415	Superhero Cinema		
PSY 5415	Psychology & Cinema		
Plus one of the following:		**3**	**12**
GEP 5101	Service Learning: Digital Collaboration		
GEP 5102	Service Learning: Leadership in a Changing World		
GEP 5103	Service Learning: Environment and Society		
GEP 5104	Service Learning: Global Citizenship and Migration		
Plus:			
XXX 5XXX	FHEQ Level 5 Elective	3	12
XXX 5XXX	FHEQ Level 5 Elective	3	12
XXX 5XXX	FHEQ Level 5 Elective	3	12
FHEQ Level 5 Credit Totals		**30**	**120**

FHEQ Level 6		US CREDITS	UK CREDITS
Required courses			
FLM 6101	Advanced Digital Video	4	16
FLM 6102	Documentary Theory and Production	4	16
FLM 6103	International Cinema	4	16
FLM 6104	From Script to Screen	4	16

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FLM 6296	Senior Seminar in Film Studies I	3	12
FLM 6297	Senior Seminar in Film Studies II	3	12
Plus one of the following:		**4**	**16**
AVC 6101	Working in the Art World		
AVC 6102	Non-Western Visual Cultures		
COM 6101	New Media		
FLM 6902	Internship in Film		
FLM 6901	World Internship in Film		
HST 6105	Propaganda: History & Image		
Plus:			
XXX 6XXX	FHEQ Level 6 Elective	4	16
FHEQ Level 6 Credit Totals		30	120

6. PROGRAMME OUTCOMES

Programme-level learning outcomes are identified below. Please refer to the Curriculum Map at the end of this document for details of how outcomes are deployed across the study programme.

7. KEY PROGRAMME OUTCOMES

Programme-level learning outcomes are identified below. The Film Studies degree at Richmond American University in London, is a four year programme where the discipline is studied along-side a range of other subjects. Progression through the degree is set out down each of the four columns of the Programme Outcome grid – with level-specific programme outcomes at the 3000, 4000, 5000 and 6000 level. The programme outcomes are then applied in each course on the degree through assessed, courses-specific learning outcomes. The four broad categories of Programme Outcomes are:

. **Knowledge and Understanding (A)**
A. **Cognitive Skills (B)**
B. **Practical and/or professional skills (C)**
C. **Key Skills (D)**

Knowledge and Understanding (A)

knowledge base, debates in field
QCF LEVEL 3
3A(i)   an understanding of the history of film and moving image technologies, and a recognition of the different ways in which the history of, and current developments in, motion picture technologies, can be understood in relation to technological change
FHEQ LEVEL 4

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4A(i)	a broad comparative understanding of the roles that filmic media and/or cultural institutions play in different societies
4A(ii)	a broad understanding of the roles of cultural practices and cultural institutions in society as they relate to cinematic and motion picture frameworks
4A(iii)	a broad understanding of film production and consumption, and the way in which they organise understandings, meanings and effects
FHEQ LEVEL 5	
5A(i)	a detailed understanding of the ways in which different social groups may make use of filmic texts and other cultural products in the construction of social and cultural realities, cultural maps and frames of reference
5A(ii)	a detailed understanding of the historical development of practices of film consumption (including subcultural forms and everyday lived practices)
5A(iii)	engage critically with major thinkers, debates and intellectual paradigms within the subject area and put them to productive use
5A(iv)	a detailed understanding of major genres and their use and production
FHEQ LEVEL 6	
6A(i)	a systematic understanding of the evolution of particular genres, aesthetic traditions and forms, and of their current characteristics, derivatives and possible future developments
6A(ii)	a systematic understanding of the history of film and other media technologies, and a recognition of the different ways in which the history of, and current developments in, media and film can be understood in relation to technological change
6A(iii)	a systematic understanding of new and emergent moving image formats and their relation both to their social context and to earlier forms
6A(iv)	a systematic understanding of the interconnectedness of texts and contexts, and of the shifting configurations of communicative, cultural and aesthetic practices and systems

Cognitive Skills (B)

practical applications of knowledge base, principles of practice	
QCF LEVEL 3	
3B(i)	an understanding of the processes linking film production, distribution, circulation and consumption
FHEQ LEVEL 4	
4B(i)	a broad understanding of the relationship between discourse, culture and identity
4B(ii)	a broad insight into the cultural, economic and social ways in which aesthetic judgements and decision making processes are constructed in mainstream and alternative film production and consumption, and a demonstrated capacity to work within such constraints
4B(iii)	a broad understanding of the narrative processes, generic forms and modes of representation at work in media and cultural texts while also demonstrating the ability to produce work which effectively manipulates sound, image and/or the written word
FHEQ LEVEL 5	
5B(i)	a detailed awareness of how media products might be understood and consumed within broader concepts of culture and knowledge of how to effectively produce these products

	showing capability in operational aspects of media production technologies, systems, techniques and professional practices
5B(ii)	a detailed understanding of the ways in which forms of media and cultural consumption are embedded in everyday life, and serve as ways of claiming and understanding identities
5B(iii)	a detailed understanding of the relationship between discourse, culture and identity

FHEQ LEVEL 6	
6B(i)	a systematic understanding and application of key production processes and professional practices relevant to media, cultural and communicative industries, and of ways of conceptualising creativity and authorship
6B(ii)	a systematic insight into the cultural and social ways in which aesthetic judgements are constructed and aesthetic processes experienced
6B(iii)	a systematic understanding of the ways in which people engage with cultural texts and practices and make meaning from them
6B(iv)	a systematic understanding of the relationship between discourse, culture and identity

Practical and/or professional skills (C)

critical thinking, synthesis, problem solving, research, analysis	
QCF LEVEL 3	
3C(i)	demonstrates the ability to gather, organise and deploy ideas and information in order to communication arguments effectively in written, oral or other forms, with an understanding of appropriate methods
FHEQ LEVEL 4	
4C(i)	demonstrates the ability to gather, organise and deploy ideas and information in order to critically evaluate their strengths and weaknesses, and express them skilfully in written, oral or other forms
4C(ii)	demonstrates a broad understanding of research methods
4C(iii)	demonstrates an ability to judge the reliability of sources, and begins to identify the strengths and weaknesses of concepts and theoretical frameworks
FHEQ LEVEL 5	
5C(i)	demonstrates the ability to formulate and synthesize arguments cogently, retrieve and generate information, and select appropriate criteria to evaluate sources, with a detailed understanding of quantitative and/or qualitative methods
5C(ii)	delivers work with limited supervision to a given length, format, brief and deadline, properly referencing sources and ideas and making use, as appropriate, of a problem-solving approach
5C(iii)	exercises a degree of independent and informed critical judgement in analysis
FHEQ LEVEL 6	
6C(i)	demonstrates the ability to gather, organise and deploy complex and abstract ideas and information in order to formulate arguments cogently, and express them effectively in written, oral or other forms
6C(ii)	demonstrates the ability to organise and manage supervised, self-directed projects, through which a sophisticated understanding of research methods is demonstrated

6C(iii)	demonstrates the ability to produce detailed analyses of competing perspectives and concepts, to make comparisons and connections and to identify the possibility of new concepts
6C(iv)	demonstrates the ability to provide critically appraisals of some of the widespread common sense understandings and misunderstandings of the subject area, and the debates and disagreements to which these give rise

Key Skills (D)

personal development, engagement with feedback, interpersonal communication skills, levels of independence and autonomy, task completion, team work, ethical and intercultural awareness skills	
QCF LEVEL 3	
3D(i)	demonstrates an awareness of views other than their own and adapts behaviour to meet obligations in personal and/or group outcomes and/or outputs
FHEQ LEVEL 4	
4D(i)	acts with limited autonomy under direction or supervision and engages in evaluation of own work and capabilities and outputs in key areas
4D(ii)	demonstrates broad skills that are relevant to the workplace, including the ability to function productively in a group or team, and to recognise factors that affect performance, including changing contexts, audiences and degrees of complexity
4D(iii)	demonstrates the ability to use a range of information communication technology (ICT) skills to perform tasks
FHEQ LEVEL 5	
5D(i)	demonstrates well-developed skills that will translate into the workplace, including the ability to work effectively within a group or team, to engage in self-reflection, and to adapt own actions and interpersonal communication skills to changing contexts, audiences and degrees of complexity
5D(ii)	delivers work with limited direction or supervision, demonstrating the capacity to consider and evaluate their own work using justifiable criteria
5D(iii)	demonstrates the ability to adapt to complex and non-routine performance tasks using information communication technology (ICT)
FHEQ LEVEL 6	
6D(i)	demonstrates the ability to act with minimal direction or supervision, to engage in self-reflection, use feedback to analyse own capabilities, appraise alternatives, and plan and implement actions
6D(ii)	demonstrates personal responsibility and professional codes of conduct, while taking responsibility for their own work, learning and development, and effectiveness in professional and interpersonal communication
6D(iii)	demonstrates flexible skills that translate directly into the workplace, including the ability to plan and manage for changing contexts, audiences and levels of complexity, and advanced group or team work capacities, for example listening, contributing, leading, negotiating and proactively managing conflict as is appropriate
6D(iv)	demonstrates the ability to flexibly locate their own normative views and cultural commitments within the practice of research, with a level of autonomy

The transferable skills acquired in this program equip the students with skills and knowledge to enable them to undertake careers (or further training for careers) in the creative media industries or for further studies in film, communication and media.

8. TEACHING, LEARNING, AND ASSESSMENT

Teaching Strategy

The teaching and learning strategy adopted within the BA (Hons) Film Studies with Combined Studies degree is based on the understanding that all students will be treated as active learners. Clearly, the precise approach will vary from course to course, depending on the learning outcomes relevant to each class.

The generic components of our teaching and learning strategy normally involves a variety of approaches and include delivering many of the following:
- Regular use of formal lecture sessions in all courses.
- Occasional workshops and seminars in some courses.
- Regular use of individual and/or team-based projects in all courses.
- Regular use of self-directed and directed reading in all courses.
- Peer-tutoring led by advanced students in many courses.
- Use of audio-visual and library resources in some courses.
- Regular use of tutor- and student-led discussion groups via e-learning platforms such as PowerCAMPUS (or Blackboard) in many courses.

The combination of teaching and learning approaches mentioned above develops our students' knowledge, thinking skills and practical skills.

Their knowledge is acquired through
- Structured lectures and supporting materials
- Directed reading and use of internet materials
- Independent research

Their cognitive skills are developed through
- Conducting research
- Making presentations and preparing other assessments
- Helping others to learn

Their practical skills are gained through
- Application of theory to practices encountered during internships
- Using information technology to retrieve and manipulate data
- Negotiating by means of team-based projects

Their key skills are gained through
- Employing and using appropriate linguistic skills
- Independent learning

Assessment Strategy

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The assessment strategies we use with our **BA (Hons) Film Studies with Combined Studies** degree speak directly to how we anticipate progression with student learning to take place.

In terms of following up with the assessment of student learning and consistent with US liberal arts traditions, our classes rely on the system of continuous assessment on a course-by-course basis and throughout any given semester. This approach often involves the use of term-papers, portfolios of work, quizzes, mid-semester and final exams as well as student presentations and general class discussion. Not every component applies to every course, but most do relate to many of the classes that are offered. Many of our courses involve a site visit or require attendance at a public lecture as well. Students generally find these events to be extremely valuable to their learning.

Most of the courses will follow the University Assessment Norms, however some may follow specialised norms, as listed in each CSD. See the Assessment Norm Policy for full details: https://www.richmond.ac.uk/university-policies/

Each senior will end their programme with a dissertation which will normally have 8,000-10,000 words.

9. ENTRY REQUIREMENTS

Admissions

Details of the entry requirements, including English language requirements, may be found at the appropriate page of the University website listed below, where a comprehensive Admissions Policy and Summary of Practice document is also published.

https://www.richmond.ac.uk/undergraduate-admissions/

Transfer Credit

Prospective students with specific levels of subject achievement in Advanced Placement Tests, GCE, A Levels and some other UK and international qualifications may enter with Advanced Credit and be given exemption from certain courses of the programme. Please see the Transfer Credit Policy Undergraduate for details.

10. EXIT AWARD REQUIREMENTS

An exit award is defined as a lower award than one for which the student is registered. Such an award may be conferred if a student completes part, but not all, of the requirements of the programme for which he or she is registered. Students may not enter the university registered for an exit award.

Associate of Arts Degree in General Studies (US)
The US Associate of Arts (AA) degree can be awarded as an exit degree for those students completing the following minimum requirements.

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30 US / 120 UK credits at RQF Level 3
30 US / 120 UK credits at FHEQ Level 4

Of the total number of credits required for the AA degree, 30 US/120 UK credits must be completed at Richmond.   Students must obtain a minimum cumulative GPA of 2.0 and a major of 2.0 in order to qualify for this degree. Latin Honours are not applied to the AA Degree.

The requirements for the AA degree are outlined in Table 1 above. All Level 3 and 4 Major and General Education Liberal Arts Core Requirements must be completed.

Certificate of Higher Education in Film Studies (UK)

The UK Certificate of Higher Education (CertHE) can be broadly aligned with the US Associate of Arts Degree, but the CertHE does not require the completion of 30 US/120 credits at RQF Level 3. Students who qualify for the AA degree will automatically qualify for the CertHE. But students may qualify for a CertHE without fulfilling the requirements for a US AA degree if they have not completed all of the RQF Level 3 requirements necessary to obtain the AA.

Students may not be awarded more than one exit award (notwithstanding dual accreditation of the AA/CertHE) and Boards will recommend the most relevant one for the individual student circumstance for any student meeting the criteria for an award to be made.

The UK CertHE can be awarded as an exit award for those students completing the following minimum requirements.

120 credits at FHEQ Level 4
- Pass (normally a GPA of between 1.85 and 2.99 for all Level 4 courses)
- Merit (normally a GPA of 3.0 to 3.54)
- Distinction (normally a GPA of 3.55 and above for all level 4 courses)

Of the total number of credits required for the UK CertHE, 15 US/60 UK credits must be completed at Richmond.

The requirements for the UK CertHE are outlined in the section of Table 1 pertaining to FHEQ Level 4 requirements. All Level 4 Major and General Education Liberal Arts Core Requirements must be completed.

Diploma of Higher Education in Film Studies (UK)

The UK Diploma of Higher Education (DipHE) has no US equivalent. The UK DipHE can be awarded as an exit award for those students completing the following minimum requirements.

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120 credits at FHEQ Level 4
120 credits at FHEQ Level 5
- Pass (normally a GPA of between 1.85 and 2.99 for all Level 4 courses)
- Merit (normally a GPA of 3.0 to 3.54)
- Distinction (normally a GPA of 3.55 and above for all level 4 courses)

Of the total number of credits required for the UK DipHE, 15 US/60 UK Level 4 credits and 15 US/60 UK Level 5 credits must be completed at the University.

The requirements for the UK DipHE are outlined in the sections of Table 1 and Table 2 above pertaining to FHEQ Level 4 and FHEQ Level 5 requirements. All Level 4 Major and General Education Liberal Arts Core Requirements must be completed. Level 6 courses can be "dipped-down" to fulfil missing Level 5 credits.

Students may not be awarded more than one UK exit award and the University Examination Board will recommend the most relevant one for the individual student circumstance.

11. STUDENT SUPPORT AND GUIDANCE

There is a range of student support and guidance, for both academic and general wellbeing, available to students. This is accomplished through a range of programmes and services which positively impact learning as well as the total student life experience.

All students have an allocated full-time faculty member who acts as their academic adviser. Academic Advisers have on-going responsibility for students' academic progress, meeting with each advisee at least once per semester. Advisers assist students with registration, enabling smooth progression through the degree. They also advise on postgraduate and career opportunities, and also provide pastoral support in many cases.

A range of Maths, English, Technology and Writing workshops have been established to support students with particular needs in these areas. Librarians are on hand to assist with library use, which includes instruction in web-based resources.

The University endeavours to make all practical and reasonable adjustments to ensure students are able to fully participate in the University community. Students who declare a physical disability or a special educational need are supported to ensure the quality of their educational experience meets their individual requirements. SEN students, for instance, receive extra time in examinations, and have the option of writing exams on university-provided computers, and/or of taking exams in a separate room.

The University operates a well-staffed Student Affairs department that provides services intended to support and encourage student welfare, safety and development. This department oversees medical registration of students and provides counseling services. It also organizes a range of extracurricular activities and travel designed to further enhance

students' educational experiences. Disciplinary and social grievance procedures are also overseen by this department.

PLACEMENT

The Internship Office the University offers a formal mechanism through which students may receive work-placement opportunities. These placements are supervised, career-related work experiences combined with reflective, academic study that help students apply theoretical knowledge in the workplace. Participation in the internship programme is optional, but students who choose to take up a placement receive academic credit for their placement and associated academic work (see level 6 options).

Expectations with regard to careers education, information, advice and guidance (as outlined in the section on Enabling Student Achievement in *The UK Quality Code for Higher Education*) are handled by the university's Student Affairs department. This department conducts a variety of career services for students, ranging from resource provision to a CV service, and in particular through the LEAD (Leadership, Education and Development) seminar series.

In addition to these services, the alumni office offers networking opportunties where students may contact alumni working in a variety of fields. The alumni office also offers these services via social media such as LinkedIn and Facebook.

STUDY ABROAD

Richmond students have the option to take a leave of absence and travel away from the university as a 'study abroad'. With 40 partnerships spread over five continents, students are able to select from a wide range of partners. All courses taken elsewhere must be pre-approved by Registry Services.

REGULATORY FRAMEWORK

The **BA (Hons) Film Studies with Combined Studies** degree is operated under the policy and regulatory frameworks of Richmond American University in London, the Middle States Commission on Higher Education, the Framework of Higher Education Qualifications, and the UK Quality Code for Higher Education.

Also key to the background for this description are the following documents:
* QAA (2018). The Revised UK Quality Code for Higher Education. (www.qaa.ac.uk)
* QAA (2008). Higher Education Credit Framework for England: guidance on academic credit arrangements in Higher Education in England.
* SEEC (2016). Credit Level Descriptors for Higher Education. Southern England Consortium for Credit Accumulation and Transfer (www.seec.org.uk).
* Middle States Commission on Higher Education. Standards for Accreditation and Requirements of Affiliation. 2014: Thirteenth Edition; Rev. Ed. 2015. (http://www.msche.org/publications/RevisedStandardsFINAL.pdf)

Ensuring and Enhancing the Quality of the Programme

The **BA (Hons) Film Studies with Combined Studies** features detailed published educational objectives that are consistent with the mission of the institution**.** All course outlines contain course specific objectives that are regularly monitored by the individual instructors and by the faculty as a group.

The University has several methods for evaluating and improving the quality and standards of its provision. These include:

- External Examiners
- Internal Moderation
- Student representation
- Curricular change approval process
- Annual Programme Monitoring and Assessment
- Formal Programme Review, every 5 years
- Course evaluation
- Student satisfaction surveys and the NSS
- Feedback from employers

BA (Hons) Film Studies with Combined Studies is provided through a system of ongoing evaluations that demonstrate achievement of the programme's objectives, and uses the results to impr ove the effectiveness of the programme. Ongoing evaluation is carried out for both US (the Middle States Commission on Higher Education) and UK (QAA) reviews. The University is a voluntary subscriber member of the QAA, and underwent its first full Institutional Review in May 2013 and a Higher Education Review (AP) in 2017.

LIBRARY RESOURCES
Books

Faculty and Students are encouraged to help in the purchase of library resources and submit requests for new purchases relating to and supporting their subject areas and research. Details of selected new acquisitions are publicized on the library subject pages and online catalogue.

The library also purchases academic ebooks to support students required reading, as well as cataloguing open access resources. These books are made available through the library catalogue.

Every year, the library collection is reviewed and non-relevant or out of date stock is withdrawn. Analysis of loans compared to purchases and new publications within core subject areas are used to drive additional purchases to make sure that the collection remains relevant and current.

Programme specification and curriculum map – BA (Hons) Film Studies with Combined Studies

Journals

At present the Library subscribes directly to approximately 30 periodical titles. Where electronic access is provided with a subscription this has been made available through the library's online Publications Finder.

In consultation with faculty the Library regularly reviews its periodical subscriptions, ensuring relevant coverage is provided as the curriculum changes.

Online journal databases

Full text e-journal services include access to Ebsco's: Academic Search Premier, Art Full Text, Business Source Premier, Communication and Mass Media Complete, Education Full Text, International Bibliography of Theatre & Dance, International Security & Counter Terrorism Reference Center , SPORTDiscus and PsycArticles; WARC and JSTOR. These provide access to around 42,000 titles, as well as business and market data and case studies.

In addition, students are directed to a multitude of other online databases which they can search for citations including Google scholar and subject specific internet gateways.

In all cases where the full text is neither in the library's subscription resources nor available online the Library provides free inter-library loans to students and faculty using the services of the British Library (BL On Demand).

Access to the e-journal databases can be found on the Library portal.

Other online resources

Other online resources include the Proquest: Global Newsstream. This is used to access 4,000 titles, mainly national and international newspapers but also to related newswires and monitoring servces. We also have a subscription to FT Education which provides on-line and mobile access to the newspaper archive as well as a wide range of digital and multi-media features, in-depth reports on a wide range of business and political topics and a digital learning tool that allows students and faculty to annotate and share articles. Additionally, the Statista platform provides easy access to over 1,900,000 statistics on a wide range of business & social topics from over 22,500 sources as well as industry reports, research dossiers and market outlooks. A subscription to Mintel Academic provides access to market research data and expertise across the retail, media and financial services sectors in the UK as well as global trends and consumer behaviour analysis.

There are pages of subject related resources on the library's portal which aim to guide students to quality internet material as well as the most relevant subscription resources.

Scanning/Digitising

Under CLA licence the library provides online access to scanned materials from the library print collection to faculty. These can then be accessed by students on a particular course of study through the member of faculty's Blackboard pages.

Library Instruction

Students are encouraged to complete a library induction session online and visit the library during Orientation. Under the Liberal Arts Core, professional librarians teach information literacy and research skills to students as an integral part of GEP 3105 Tools for Change, GEP 4105 Social Change in Practice, GEP 3180 Research & Writing I and GEP 4180 Research & Writing II courses. In addition, further sessions on subject specific resources, tailored to individual assignments as required, are offered on Upper Division courses. Students can also receive individual, tailored help with resources, research skills and referencing on a one-to-one basis either in person or online throughout their studies.

APPENDIX 1 Curriculum Map

LEVEL 3	SCL 3100 Foundations of Sociology	COM 3101 Fdns of Media Production: Sonic Media	ADM 3160 Foundations in Photography	COM 3100 Foundations of Mass Media & Communications
A3(i)	X			X
B3(i)	X	X	X	X
C3(i)	X	X	X	X
D3(i)	X		X	X

LEVEL 4	AVC 4205 Intro to Visual Culture	COM 4115 Digital Society	FLM 4200 Introduction to Film Studies	FLM 4205 Film in the Americas	FLM 4210 Introduction to Filmmaking	DGT 4120 Data Analysis for Social Change
A4(i)				X		
A4(ii)		X				
A4(iii)	X		X	X	X	X
B4(i)	X		X	X		
B4(ii)	X			X		
B4(iii)	X	X	X		X	X
C4(i)	X	X	X	X	X	X
C4(ii)						X
C4(iii)	X	X	X	X	X	
D4(i)	X	X	X	X	X	X

Level 5	ADM 5200 Video Production	FLM 5420 Pst Apoc Worlds	FLM 5200 Mainstream Cinema	ADM 5405 Photography: Theory & Practice	SCL 5200 Social Research	COM 5200	FLM 5410 Gender in Film	FLM 5415 Superhero Cinema	AMS 5400 American TV Drama	PSY 5415 Psychology & Cinema
A5(i)	X			X			X		X	X
A5(ii)					X	X	X			
A5(iii)		X	X		X	X		X	X	
A5(iv)		X	X					X		
A5(v)	X									
B5(i)	X			X	X					
B5(ii)		X				X	X	X	X	X
B5(iii)		X	X	X	X		X	X		X
B5 (iv)										
B5 (v)				X						
C5(i)	X	X	X	X	X	X		X		
C5(ii)	X				X				X	X
C5(iii)					X	X	X		X	X
D5(i)					X		X		X	
D5(ii)	X	X	X	X	X			X	X	X
D5(iii)					X	X				

Level 6	FLM 6101 Advanced Digital Video	FLM 6102 Documentary Theory & Production	FLM 6103 Int Cinema	FLM 6104 Script to Screen	FLM 6296 Senior Sem	FLM 6297 Senior Sem	AVC 6101 WITAW	AVC 6102 Non Western Visual Culture	COM 6101 New Media	FLM 6902 Internship	FLM 6901 World Internship	HST 6105 Propaganda
A6(i)		X	X	X	X	X			X			
A6(ii)									X			
A6(iii)	X			X				X	X			X
A6(iv)					X	X				X	X	
B6(i)	X	X		X	X	X		X				
B6(ii)				X	X	X		X				
B6(iii)	X		X		X	X	X		X	X	X	X
B6(iv)					X	X				X	X	
B6 (v)					X	X				X	X	
C6(i)		X	X	X	X	X	X	X		X	X	X
C6(ii)	X			X	X	X	x	X		X	X	X
C6(iii)			X		X	X	X	X		X	X	X
C6(iv)							X		X	X	X	
D6(i)							X	X		X	X	X
D6(ii)	X	X		X	X	X						X
D6(iii)	X				X	X						
D6(iv)	X									X	X	

Faculty may access the KILO map: KILO KPO Tables

Programme Specification Publication Dates

Document publication date	June 2013
Revision 1	January 2014
Revision 2	May 2015
Revision 3	April 2016
Revision 4	May 2018
Revision 5	May 2019
Revision 6	May 2020
Revision 7	May 2021
Revision 8	December 2021
Revision 9	July 2022
Revision 10	May/June 2023
Revision 11	March 2024